



1400 10<sup>th</sup> Street, Second Floor ■ Sacramento, CA 95814 ■ (916) 323-7646 phone ■ (916) 445-8317 fax  
[CaliforniaVolunteers.CA.GOV](https://californiavolunteers.ca.gov)

# 2022 California Climate Action Corps Funding Opportunity



## AmeriCorps

# REQUEST FOR APPLICATIONS

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## Applications due March 10, 2022

**IMPORTANT NOTICE TO APPLICANTS:** The following documents are necessary to complete a 2022-23 operating grant application for funding to support the California Climate Action Corps. All can be found on the California Volunteers website, <https://californiavolunteers.ca.gov/grants/ameri-corps/>.

- (1) 2022 California Climate Action Corps Request for Applications (RFA)
- (2) 2022 California Climate Action Corps Application Instructions
- (3) 2022 California Climate Action Corps Application Forms

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**CONTACT INFORMATION**

This Request for Applications (RFA) is available on the California Volunteers (CV) AmeriCorps funding webpage at [californiavolunteers.ca.gov/grants/ameri-corps](http://californiavolunteers.ca.gov/grants/ameri-corps).

Please submit questions related to this RFA to [funding@cv.ca.gov](mailto:funding@cv.ca.gov).

## OVERVIEW

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<b>State Entity Name:</b>	California Volunteers
<b>Funding Opportunity Title:</b>	2022 California Climate Action Corps Funding Opportunity
<b>Announcement Type:</b>	Initial Announcement
<b>CFDA Number:</b>	94.006
<b>State Funds:</b>	0650-043-BCP-2021-MR General Fund

**Disclosure:** Publication of this Announcement of AmeriCorps State Grant Funding Opportunity (RFA) does not obligate California Volunteers (CV) to award any specific number of grants or to obligate any particular amount of funding. The actual level and timing of grant funding will be subject to the availability of State General Funds and federal appropriations. Funds requested under this opportunity are subject to applicable federal laws, rules, and regulations. References to specific regulations will be linked to e-CFR at [www.ecfr.gov](http://www.ecfr.gov).

### Important Dates:

- **Deadline:** The **Complete Application** is due to CV by **5:00 p.m. Pacific Time on Thursday, March 10, 2022**.
- **Application Notification:** Applicants will be notified of their status and final funding decisions will be made in March 2022.

### Our Purpose:

California Volunteers is the State Service Commission responsible for engaging Californians in service, volunteering, and civic action to tackle our State's most pressing challenges and lift up all communities. California Volunteers has engaged local communities through innovative and impactful grant making and program development at both the state and local levels for nearly 30 years. By supporting more than 4,000 AmeriCorps State members annually, California Volunteers aims to inspire the next generation of civic leaders, create a pathway to debt-free college, and build a culture of service and civic engagement in California.

To realize our state climate goals and protect and preserve California's vitality, far more Californians need to engage with climate change in work, home, and community. At present, there are limited meaningful and accessible pathways to engage for all Californians. To unlock this potential and accelerate California's climate leadership we must build organizing capacity on the ground. In September 2020, California Volunteers launched the [California Climate Action Corps](#), the country's first statewide corps of its kind with the mission of empowering Californians to take meaningful action to protect their homes, health and communities against the harshest impacts of climate change. As a foundational element of this new initiative, through 2021, California Volunteers deployed more than 300 AmeriCorps fellows to support local climate action projects in front-line and low-income communities across the state. All Fellows received a living allowance and were eligible for an education award upon completion of their term.

The *2022 Climate Action Corps Fellowship Program Funding Opportunity* provides state and federal funds for an intermediary organization to collaborate with California Volunteers to design, launch, and manage the Governor's Initiative California Climate Action Corps. The selected intermediary organization will collaborate with California Volunteers to develop and deliver the next phase of the California Climate Action Corps: an annual deployment of 132 Member Service Years (MSYs) of AmeriCorps members split between full-time and part-time summer programming.

This *2022 California Climate Action Corps Funding Opportunity* should be read together with the AmeriCorps regulations 45 CFR Sections 2520-2550. The following documents are necessary to complete the application for funding to support program implementation in 2022-2023: 1) 2022 California Climate Action Corps Funding Opportunity Request for Applications (RFA); 2) 2022 California Climate Action Corps Funding Opportunity Application Instructions (Application Instructions); and 3) 2022 California Climate Action Corps Funding Opportunity Grant Application Forms

## APPLICATION TIMELINE

This timeline is subject to change due to federal announcements and other events.

<b>March 10, 2022</b>	<b>Applications due to CV in eGrants by 5:00 p.m. Pacific Time*</b>
March 11-17, 2022	Application Review Period
March 18, 2022	Applicant Selected
March 21-25, 2022	Application Clarification and Strengthening Period**
March 28-31, 2022	California Volunteers state approval
April 1-8, 2022	State Contracting process
May 20, 2022*	Submit approved application in eGrants for AmeriCorps
April – July 2022	Program startup process
August - September 2022	Federal Contracting process and program launch

\* Applicants should give themselves ample time ahead of the deadline to submit their application in eGrants.

\*\* Applicants and their partnership representatives must be available during this timeframe to respond to CVs' clarification requests and feedback to strengthen their application.

## I. FUNDING OPPORTUNITY DESCRIPTION

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### A. Funding Program Description

#### **California Volunteers**

As the State Service Commission for California, California Volunteers (CV) is tasked with engaging Californians in service, volunteering, and civic action to tackle our State's most pressing challenges while lifting up all communities. Josh Fryday, State of California Chief Service Officer, leads the agency in consultation with a 25-member Commission appointed by the Governor. The Commission develops and adopts policies that guide the State's AmeriCorps grantmaking process.

California Volunteers receives federal funds to support service programs in California from AmeriCorps, the federal agency that brings people to tackle the country's most pressing challenges, through national service and volunteering. AmeriCorps members and AmeriCorps Seniors volunteers serve with organizations dedicated to the improvement of communities. Learn more at [AmeriCorps.gov](http://AmeriCorps.gov).

#### **Purpose of AmeriCorps Funding**

AmeriCorps is a national service program that provides opportunities for Americans each year to serve their country as AmeriCorps members by engaging in intensive results-driven service that addresses community problems. An AmeriCorps member is an individual who engages in community service through an approved national service position. AmeriCorps members are recruited, trained, supervised, and managed by the funded organization, and may receive a living allowance and other benefits while serving. Upon successful completion of a full-time (1700-hour) term of service, AmeriCorps members are eligible to receive up to \$10,000 in education award funds from California Volunteers and the National Service Trust that they can use to pay for higher education expenses or apply to qualified student loans.

To be eligible to serve in an AmeriCorps program, an individual must be a: U.S. Citizen, U.S. National or Lawful Permanent Resident of the United States, at least 17 years of age (no upper age limit), and high school graduate or GED recipient (or working towards this goal). Additionally, selected candidates must meet criminal history check requirements.

AmeriCorps federal grants are solely for program expenses and cannot be used for general organizational operating expenses. AmeriCorps members or grant funds can help meet unmet needs or can expand an organization's ability to better address community needs, but cannot be used to duplicate, displace, or supplant resources that already exist in a community.

#### **California Climate Action Corps**

In order to realize our state climate goals and protect and preserve California's vitality, far more Californians need to engage with climate change in work, home, and community. This is particularly true among frontline communities (those who are often at greatest risk from climate change, already bear the brunt of environmental injustice, and/or have been historically left out of community development efforts)<sup>1</sup>.

At present, there are limited meaningful and accessible pathways to engage all Californians. To unlock this potential and accelerate California's climate leadership, we must build organizing capacity on the ground. By supporting direct service opportunities, volunteer connections, and broad engagement campaigns with a focus on frontline communities, we can add capacity both within resource-strapped government agencies and organizations such as nonprofits, schools, tribes, and other leadership centers in civil society. Such support will catalyze greater engagement across California by facilitating new initiatives, fostering new partnerships, and motivating local action.

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<sup>1</sup> There is no absolute or universal definition of "frontline communities." However, there are a range of definitions and indicators utilized in state programming and investment (many of which use the terms "disadvantaged" or "vulnerable" rather than frontline). See here for two approaches: [http://opr.ca.gov/docs/20200706-GPG\\_Chapter\\_4\\_EJ.pdf](http://opr.ca.gov/docs/20200706-GPG_Chapter_4_EJ.pdf) or [http://www.opr.ca.gov/docs/20180723-Vulnerable\\_Communities.pdf](http://www.opr.ca.gov/docs/20180723-Vulnerable_Communities.pdf)

In September 2020, California Volunteers launched the [California Climate Action Corps](#), the country's first statewide corps of its kind with the mission of empowering Californians to take meaningful action to protect their homes, health, and communities against the harshest impacts of climate change. This initiative will engage people through a variety of levels and activities, from those who have an hour to commit at home to those who can commit a year of service, and everything in between.

As a foundational element of this new initiative, through 2021, California Volunteers deployed more than 300 AmeriCorps Members (called Fellows) to support local climate action projects in primarily frontline and low-income communities across the state. All Fellows received a living allowance and were eligible for an education award upon completion of their term.

The 2022 *Climate Action Corps Fellowship Program Funding Opportunity* provides state and federal funds for an intermediary organization to collaborate with California Volunteers to design, launch, and manage a program for AmeriCorps members to serve with Host Partners as “climate organizers”, facilitating community engagement and implementing climate projects through a range of service activities – volunteer recruitment, climate action, climate education, and climate assessment. The intermediary organization may work with a set of *Regional Partners* to help recruit host partners and members, coordinate placements within their own organizations and other organizations, and support both host partners and members throughout the term.

## **B. Targeted Program Initiative**

Funding will support a grant to one intermediary organization who will collaborate with California Volunteers to develop and deliver the next phase of the California Climate Action Corps.

The California Climate Action Corps is a unique and strategic program for California Volunteers because it is 1) central to the mission, 2) leveraging significant additional state investments, and 3) serving as a model and catalyst for broader movements in the climate service field. For all these reasons, California Volunteers will play a more engaged role in implementation than in traditional programs.

This is a unique intermediary role, as the selected organization will act on behalf of a Governor's initiative to implement an innovative statewide program delivered through a network of partners. As such, the desired organization should be capable of playing a strategic administrative role in delivering a cohesive program infrastructure (e.g., recruitment and onboarding, payroll, partner and member training, etc.); coordinating contracts, activities, and outcomes from partners; building and coordinating statewide programming; serving as a bridge to other California Volunteers climate programming; and helping to capture and convey the collective impact of this program.

The successful applicant for the California Climate Action Corps program will work with California Volunteers staff on program design and implementation. Implementation will be split between two program initiatives: approximately 115 full-time AmeriCorps members (115 MSY) to start in the fall of 2022 and approximately 80 minimum-time AmeriCorps members (17 MSY) in the summer of 2023. In addition, this intermediary will support greater integration and cohesion for climate service by helping to bridge and connect the California Climate Action Corps program with the #CaliforniansForAll College Corps and Youth Workforce Programs, in addition to other climate-related service programs as needed. The intermediary will coordinate with selected campuses, cities, and other program grantees on service opportunity identification and general relationship development to foster efficiency, cohesion, and future expansion opportunities for the California Climate Action Corps.

If the selected intermediary utilizes Regional Partners to coordinate and support service placements for cohorts of AmeriCorps members within their own organizations and/or other Host Partners, California Volunteers may collaborate on the recruitment of those partners. The priority for identification and selection of Regional Partners will be state agencies, local jurisdictions, or organizations with a track record of successful implementation of similarly sized programs. Regional Partners may be allocated financial support based on cohort size through the program budget to support staffing and expenses

related to implementation. The selected intermediary will work with Regional Partners to recruit, place, and support Host Partners and AmeriCorps members throughout the term. These members will be placed in roles where they mobilize Californians through climate volunteer engagement and implement a range of climate projects in the core focus areas (e.g., urban greening, organic waste and edible food recovery, and wildfire resiliency) through climate action, education, and assessment. A majority of placements should be focused on frontline communities and/or located within community-based organizations serving frontline issues in their communities.

The selected intermediary will also host and manage approximately 6 full-time members who will serve as team leaders to help train, coordinate, and support regional cohorts of members to engage their communities in climate volunteer projects throughout the state, including travel as needed to provide onsite support for member or other statewide volunteer projects, and serve as program ambassadors to support communications and outreach needs.

For the minimum-time summer placements, the selected intermediary will collaborate with California Volunteers to coordinate two-month service placements throughout the state. The selected intermediary may work with Regional Partners to recruit, place, and support approximately 17 MSYs of AmeriCorps members (80 members serving 300 hours each). Regional Partners will be allocated financial support based on cohort size as part of the budget for staffing and expenses related to implementation. Members will be placed in roles where they mobilize Californians through climate volunteer engagement and implement a range of climate projects in the core focus areas (e.g., urban greening, organic waste and edible food recovery, and wildfire resiliency) through climate action, education, and assessment. A majority of projects should occur in and/or serve frontline community climate needs.

Service activities for AmeriCorps members will be defined through collaboration with California Volunteers, but all service activities should include or combine the following elements:

- Volunteer Engagement: A strong volunteer coordination and engagement component to foster service activities as a means for greater community engagement. All members are expected to participate in substantial volunteer engagement.
- Climate Action: Defined and measurable climate pollution reduction mitigation, adaptation, or resiliency activities. Service activities will continue to prioritize the existing core focus areas (see below). However, as local jurisdictions, NGOs, geographic, or climate needs/demand changes, variation in focus areas may be considered if the service is trackable within the defined performance measure activities.
  - Urban greening initiatives that reduce greenhouse gas emissions, mitigate the effects of extreme heat, and provide additional benefits such as decreased pollution and energy consumption in low-income communities.
  - Organic waste and edible food recovery initiatives that support the reduction and recycling of organic waste, as well as collection and redistribution of edible food that would otherwise be disposed from producers, restaurants, grocery stores and households to people in need.
  - Wildfire resiliency initiatives that support defensible space, home hardening, and fuel reduction programs to protect high-risk communities while also reducing toxic wildfire-related air pollution, as well as reforestation programs post-fire.
- Climate Education: Structured delivery of climate-related content or curriculum focused on building awareness and engagement with climate issues among community members.
- Climate Assessments: Community assessments, inventories, or audits focused on compiling discrete information, such as neighborhood tree canopy or residential wildfire risks, that enables direct climate action projects within the same term of service where possible.

Other key program elements for the California Climate Action Corps Fellowship include:

- Collaborate with California Volunteers on program design including member role, partnership expectations, project definition, reporting procedures, member experience, and training plan.
- Ensure at least one full-time program manager at 100% time is dedicated to managing the program.
- Identify and establish formal partnership agreements with sufficient Regional and Host Partners who will supervise the day-to-day service of the members in their communities.
- Manage the recruitment, placement, training, and support of an estimated 115 full-time and 80 minimum-time members serving a minimum of 1700 and 300 service hours, respectively, for a total of 132 MSY.
- Train and support AmeriCorps members to effectively engage volunteers and implement climate action projects.
- Work to align and integrate California Climate Action Corps volunteer engagement with broader California Volunteers regional engagement strategy.
- Support broader coordination with other key California Volunteers climate initiatives, particularly the #CaliforniaForAll College Corps and Youth Jobs Corps programs.
- Complete and ensure all staff and members in the budget have cleared all required criminal history checks (NSPOW, State DOJ & FBI checks) prior to service.
- Track and report progress towards outcome and performance measurement targets on a monthly and as needed basis.
- Respond to communications requests by providing necessary information and facilitating partner and fellow engagement in site visits and responses to media inquiries.

### **C. Estimated Funds Available Funds**

This opportunity includes up to \$6,350,000 million in both state and federal dollars that have been appropriated for the Fiscal Year 2022-2023. The available funds support up to 132 MSY (full-time equivalent) positions. Funds awarded through this opportunity are available to support three years of program implementation. Funding for subsequent years is contingent upon availability of state and federal appropriations and satisfactory performance.

### **D. Performance Measurement Requirements**

Consistent with AmeriCorps guidelines, all applications must include a set of performance measures using the California Performance Measurement Worksheets (PMWs) that address requirements described in the *Application Instructions*. Applicant will need to include the following two PMWs with their application:

- Primary Needs and Service Performance Measurement Worksheet—Applicants must report aligned primary performance measures (output paired with outcome) that correspond to the primary program needs and service activity.
- Member Development Worksheet—Applicants must describe the training and other professional development that members will gain through the program.

### **California Climate Action Corps Primary Needs and Service Performance Measures**

The California Climate Action Corps program design has suggested primary needs and service performance measures. The below metrics are guidelines for the applicant to build their performance metrics in collaboration with and approved by California Volunteers. Performance measures must include:

- Climate Volunteer Engagement. The metrics will report how many volunteers are included, their outputs, as well as how their activity increased the organizations' ability to deliver services and/or increase climate activity.
- Climate Action. The metrics will report the output of service member activity as well the how the output contributed to a defined output/outcome objective.

Applicants can also add performance measures for Climate Education and Climate Assessment. General guidance principles and suggested approaches are below. Note the specific language below does not need to be followed explicitly. As long as applicants propose performance measures addressing the intent, they may suggest alternative tracking approaches based on their experience and program design. These performance measures are presented in order of importance to the program goals (volunteer engagement, action, education, assessment) and as such, California Volunteers would expect targets, MSY allocations, and outcomes to reflect that prioritization.

**Required Primary Measure Target #1: Climate Volunteer Engagement (Applicant Determined)**

Community members who want to be engaged in helping their community combat the impacts of climate change.

CCAC (output)	Number of community climate volunteers recruited. Number of community climate action projects undertaken.
CCAC (outcome)	Number of community climate volunteers who complete a climate action project. Percent of volunteers needed to complete climate action project. Percent of climate action projects completed.
How to Measure/ Collect Data	Tracking mechanism that ensures an unduplicated count of community climate volunteers participating in climate service projects.

**Required Primary Measure Target #2: Climate Action (Applicant Determined)**

Defined, measurable activities (e.g., trees planted, homes hardened, organic waste diverted) that directly address and seek to mitigate climate change, or otherwise contribute to climate resilience and recovery.

CCAC (output)	Number of community climate action projects undertaken
Definition of Key Terms	Community climate action: measurable activities (e.g., trees planted, homes hardened, organic waste diverted) that directly address and seek to mitigate climate change, or otherwise contribute to climate resilience and recovery while providing climate action engagement opportunities for everyday Californians through individual or volunteer activities.  Undertaken: climate action projects that receive a minimum number of hours of service
How to Measure/ Collect Data	Tracking mechanism that ensures an unduplicated count of climate action projects receiving services.

CCAC (outcome)	Percent of climate goal project completed (i.e. Goal is to plant 1000 trees, climate action completed 50% of goal)
Definition of Key Terms	Community climate action: measurable activities (e.g., trees planted, homes hardened, food waste diverted) that directly address and seek to mitigate climate change, or otherwise contribute to climate resilience and recovery while providing climate action engagement opportunities for everyday Californians through individual or volunteer activities.

How to Measure/ Collect Data	Tracking mechanism that ensures an unduplicated count of actions completed (e.g., trees planted, homes hardened, etc.)
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**Optional Measure: Climate Education (National Environmental Stewardship Performance Measure options – pick either EN 3.1 or EN 3.2 as the outcome)**

Structured delivery of climate-related content focused on building awareness and engagement with climate issues among community members.

EN3 (output)	Number of individuals receiving education or training in climate action practices
Definition of Key Terms	Climate Action Practices: Organized efforts to teach about individual behavior and choices people can make to address climate change in their lives and communities.  Education or training: substantive engagement of individuals with a specific education goal in mind. Cannot consist solely of mass dissemination of information such as email blasts, social media posts, or distributing pamphlets.
How to Measure/ Collect Data	Tracking mechanism that ensures an unduplicated count of individuals that have received services

EN3.1 (outcome)	Number of individuals with increased knowledge of climate change practices
Definition of Key Terms	Individuals: those reported in EN3
How to Measure/ Collect Data	Survey, interview, or other instrument capable of measuring changes in behavior at the individual beneficiary level. When possible, pre-post assessments should be utilized.

EN3.2 (outcome)	Number of individuals reporting a change in behavior or intention to change behavior to address climate change.
Definition of Key Terms	Individuals: those reported in EN3
How to Measure/ Collect Data	Survey, interview, or other instrument capable of measuring changes in behavior at the individual beneficiary level. When possible, pre-post assessments should be utilized.

**Optional Measure: Climate Assessment (Applicant Determined)**

Assessments, inventories, or audits, focused on compiling discrete information that enables direct action, such as neighborhood tree cover or residential home wildfire risks. Does not include comprehensive whole community assessments such as a greenhouse gas inventory or a long-term planning activity.

CCAC (output)	Number of community climate assessments undertaken
Definition of Key Terms	Community climate assessment: discrete and defined assessments related to a specific climate need. For example, conducting assessments of residential wildfire risk by neighborhood or inventories of tree cover in urban neighborhoods. Assessments are defined by the unit of impact (homes, neighborhoods, structures) with a clearly documented climate benefit that can be realized by utilizing the assessment information (e.g., deploying defensible space programs or increasing tree canopy for urban heat island reductions), and for which actions are currently inhibited by lack of information.

	Undertaken: climate assessment projects that receive a minimum number of hours of service
How to Measure/ Collect Data	How to Measure/ Collect Data Tracking mechanism that ensures an unduplicated count of climate assessment projects receiving services.

CCAC (outcome)	Number of community climate assessments led to community action
Definition of Key Terms	Community climate assessment: discrete and defined assessments related to a specific climate need. For example, conducting assessments of residential wildfire risk by neighborhood or inventories of tree cover in urban neighborhoods. Assessments are defined by the unit of impact (homes, neighborhoods, structures) with a clearly documented climate benefit that can be realized by utilizing the assessment information (e.g., deploying defensible space programs or increasing tree canopy for urban heat island reductions), and for which actions are currently inhibited by lack of information.
How to Measure/ Collect Data	Tracking mechanism that ensures an unduplicated count of assessments completed (e.g., homes assessed for fire risk, tree canopy maps completed)

**E. Authority**

These funds are available under authority of the National and Community Service Trust Act of 1990, as amended, (NCSA) (42 U.S.C. 12501 et seq.). State funds are available through 0650-043-BCP-2021-MR General Fund.

## II. ELIGIBILITY

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### A. Eligible Applicants

Typically, the following non-federal entities (as defined in [2 CFR §200.69](#)) that propose to operate only within California who have DUNS numbers and are registered in System for Award Management (SAM) are eligible to apply for AmeriCorps funding through California Volunteers:

- Nonprofit organizations ([2 CFR §200.70](#))
- Institutions of higher education ([2 CFR §200.55](#))
- Local government/public agencies ([2 CFR §200.64](#))
- State government agencies ([2 CFR §200.90](#))
- Indian Tribes within the state of California ([2 CFR §200.54](#))

### B. Priority Initiative Specific Requirements

In addition to the above general eligibility requirements, applicants must meet specific requirements to qualify for each of the priority initiatives:

- Experience with AmeriCorps program implementation as a statewide intermediary
- Experience working in the environmental field, preferably with a mix of community engagement, environmental education, and direct environmental project implementation experience
- Experience working with and for frontline communities and/or on environmental justice issues
- Strong history of recruitment and retention as an AmeriCorps program implementer
- Capacity to expand staff support (directly or through subcontracting) as needed

### C. Community Partnerships Requirement

In order to maximize alignment with the California Climate Action Corps goals, the selected intermediary will collaborate with California Volunteers to develop selection processes for Regional Partners and Host Partners that ensure all member service sites meet program responsibilities for:

- Operating and sustaining the program (e.g., member supervision and support, training resources, etc.)
- Defining and implementing appropriate service projects
- Focusing a majority of member service in frontline communities; and
- Committing to California Climate Action Corps reporting and tracking requirements.

### D. Dun and Bradstreet University Numbering System (DUNS) Number and System for Award Management System (SAM)

All applicants **must** register with the System for Award Management (SAM) at <https://www.sam.gov/SAM/> and maintain an active SAM registration until the application process is complete. If an applicant is awarded a grant, it must maintain an active SAM registration throughout the life of the award. See the SAM Quick Guide for Grantees at: [https://sam.gov/SAM/transcript/Quick\\_Guide\\_for\\_Grants\\_Registrations.pdf](https://sam.gov/SAM/transcript/Quick_Guide_for_Grants_Registrations.pdf).

SAM registration must be renewed annually. CV suggests that applicants finalize a new registration or renew an existing one at least three weeks before the application deadline, to allow time to resolve any issues that may arise. **Applicants must use their SAM-registered legal name and address on all grant applications.**

AmeriCorps will not make awards to entities that do not have a valid SAM registration and DUNS or Unique Entity Identifier (UEI). If an applicant has not fully complied with these requirements by the time AmeriCorps is ready to make a Federal award, AmeriCorps may determine that the applicant is not qualified to receive an award and use that determination as a basis for making a Federal award to another applicant.

Applicants must include an Employer Identification Number.

Applicants can obtain a DUNS number at no cost by calling the DUNS number request line at (866) 705-5711 or by applying online at the [DUNS Request Service](#). AmeriCorps recommends registering at least 30 days before the application due date if applicants do not yet have their UEI.

The Federal government is implementing Unique Entity Identifiers (UEI) as part of the SAM registration process to eventually replace DUNS numbers. AmeriCorps may ask applicants to add the UEI to their application as part of the clarification or pre-award process. AmeriCorps is adding a field to capture the UEI in eGrants. If you already have a UEI and the UEI field is available in eGrants, you can enter it at the time you submit your application.

### III. FUNDING RESTRICTIONS

#### A. Project and Award Period

The grant award covers a three-year project period (2022-2023, 2023-2024, 2024-2025). Applications must include proposed activities and a detailed proposed budget for the first year of operation. California Volunteers expects that programmatic activities for the second and third years of operation will build upon and be similar in scope to those of the first year. Continuation funding for subsequent years is not guaranteed and shall be dependent upon availability of appropriations and satisfactory performance. California Volunteers reserves the right to adjust the amount of a grant award for subsequent years or elect to discontinue funding for subsequent years.

Grants awarded through this funding opportunity will support program startup activities as soon as March 2022, and programming beginning as early as August of 2022. Successful applicants must start member service activities no later than November 2022 and allow up to 12 months for members to complete a term of service. Additionally, the program may not start prior to the execution of the program’s contract with California Volunteers. As such, AmeriCorps members may not begin service, earn any service hours, or accrue costs on the federal grant prior to the conclusion of the contracting process. More information on the contracting process will be provided at funding notification.

#### B. Cost per Member Service Year (MSY) - Funding Request Maximums

Funding requests are in proportion to the number of full-time equivalent service positions referred to as one Member Service Year (MSYs) supported by the California Climate Action Corps program. This is known as the *cost per MSY*. It is the ‘cost’ to the state and federal government, in support of the AmeriCorps program. The grant *cost per MSY* is determined by dividing the total state/federal share of budgeted grant costs by the number of MSYs requested.

The total number of MSYs available for this opportunity is 132 (115 Full-time 1700-hour slots and 80 Minimum Time 300-hour slots). The cost per MSY for the entire program budget for the state and federal shares are as follows:

**Table 1: Maximum Cost per MSY**

Cost Share	Maximum Cost Per MSY Limit	Maximum Funding Request
Federal (CNCS/AmeriCorps Dollars)	\$20,000.00	\$2,640,000
State (CV State General Funds)	\$28,106.06	\$3,710,000
Maximum Combined Investment	\$48,106.06	\$6,350,000

#### C. Types of Grants

This AmeriCorps grant will be awarded on a Cost Reimbursement basis. The chart below provides a summary of the Cost Reimbursement grant type available through this RFA: Please see the *Mandatory Supplemental Guidance* for detailed explanations of this grant type.

Grant Types	Cost Reimbursement
Available Subtypes	Traditional
Type of Slots in the National Service Trust	All slot types
Budget Submission Required at time of Application	Yes
Availability of Funds linked to enrollment and retention of awarded MSYs	No
Special Requirements	N/A
Financial Reporting Requirements	Yes
Available to new Applicants	Yes

#### D. Cost Sharing or Matching Cost Reimbursement Grants

A first-time successful applicant is required to provide a single overall match of 24 percent for the first three-year funding period. Starting with year four, the match requirement gradually increases every year to 50 percent by year ten, according to minimum overall share chart found in [45 CFR § 2521.60](#) and below:

AmeriCorps Funding Year	1,2,3	4	5	6	7	8	9	10+
Match Requirements	24%	26%	30%	34%	38%	42%	46%	50%

**State Funding as match for California Climate Action Corps**

As a result of legislative investment, the full match costs for this program will be provided through allocation from state general funds. Applicants are not required to secure external funds for match.

**E. Indirect Costs**

Application budgets may include indirect costs. Based on qualifying factors, applicants will either use a federally-approved indirect cost rate, a 10 percent *de minimis* rate of modified total direct costs, or may claim certain costs directly as outlined in [2 CFR § 200.413](#). States, local governments, and Indian Tribes may use previously-approved indirect cost allocation plans. All methods must be applied consistently across federal awards. Applicants that have a federal negotiated indirect cost rate or that will be using the 10% *de minimis* rate must include the agreement in the application. However, under section 121(d) of the NCSA and AmeriCorps’s regulations at [45 CFR 2517.710](#), no more than five percent of award funds may be used to recover indirect costs on AmeriCorps grants, of which up to two percent may be allocated to cover CV share of indirect costs.

See *Application Instructions* for more information on calculating indirect costs.

**F. Minimum Program Size**

The minimum program size available in this funding opportunity is 132 MSY (full-time equivalent positions). California Volunteers will only award one grant for 132 MSY to a single applicant.

**G. Minimum Number of Members per Service Site**

To ensure strong program design and to provide members with at least a minimal mutual support network, applicants must place a minimum of two AmeriCorps Fellows at each service location as part of their program design. CV may, at its discretion, consider single-member placement sites that are proposed.

**H. Member Living Allowance**

A living allowance is not considered a salary or a wage. The proposed budget must include a living allowance for CCAC members in accordance with the guidelines below (see Table 3).

As a result of state investment in the California Climate Action Corps, this program is able to provide a living allowance of \$27,000 for Full-time members and a proportionally comparable amount for Minimum-time members. If at any point alternative slot types are utilized (e.g., through a slot conversion for unfilled slots), living allowances will be proportional to the \$27,000 Full-time amount and must comply with the guidelines in the table below. The amount must be included in the proposed budget as either federal or grantee share.

**Table 3: Defined Living Allowance**

<b>Term of Service</b>	<b>MSY Equivalence</b>	<b>Minimum # of Hours</b>	<b>Living Allowance</b>
Full-Time Team Leader	1.00	1,700	\$30,000
Full Time	1.00	1,700	\$27,000
Three-Quarter Time	.700	1,200	\$19,059
Half Time	.500	900	\$14,294
Minimum Time	.21164022	300	\$4,765

**I. AmeriCorps Education Awards**

AmeriCorps members who successfully complete a term of service will be eligible for a Segal Education Award paid outside of the grant from the National Service Trust. The amount of the Education Award is linked to the value of the Pell Grant. A member has up to seven years after his or her term of service to use the Education Award. CV will provide the updated Education Award amounts at the time of grant award.

The Segal Education Award for full-time AmeriCorps members funded through this opportunity will be supplemented by state funds for a combined total Education Award of \$10,000. At this time, the State Education Award supplement is only available to full-time Fellows funded through this opportunity.

**J. Enrollment Requirements**

Enrollment rates ultimately affect the total number of AmeriCorps slots awarded to California for service in California communities. Grantees are expected to enroll all MSYs awarded in the grant. California Volunteers reserves the right to adjust grantee budgets as needed in order to maintain awarded/contracted cost per MSY.

**K. Retention Requirements**

Retention is determined by enrolled members who complete their service term. Members who quit the program effect your retention rate. These are an indicator of the grantee's ability to properly design and manage an AmeriCorps program that results in achieving the outcomes proposed. Though some attrition is normal, we expect grantees to pursue a strong member experience leading to at least the AmeriCorps desired minimum of 85% retention. Low retention rates will have a direct bearing on the number of slots and the size of awards approved in the continuation and recompetete processes. Successful applicants that do not retain members are likely to receive a decrease in funding in subsequent years.

## IV. APPLICATION REVIEW INFORMATION

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### A. California Volunteers Review and Selection Process

Applications will be reviewed and selected for funding using a multi-stage process that includes CV Staff Review, Clarification and Feedback, and CV Commission approval. The review and selection process is intended to produce a balanced set of high-quality programs that represent the priorities and strategic considerations described in this RFA. California Volunteers' review and selection process will occur in several stages as follow.

#### **Compliance Check**

California Volunteers staff will review all applications to determine compliance with eligibility, deadline, and completeness requirements. Applications that are submitted by eligible organizations by the deadline and that address any compliance issues within 24 hours will advance to Staff Review. See the *Application Instructions* and *Application Forms* to ensure submission of a compliant grant application. Applications that have noncompliant issues identified may be disqualified or have points deducted from the application's total raw score.

An application is compliant if the applicant:

- is an eligible organization
- submitted an application by the submission deadline
- includes all required application components

#### **Staff Review**

In Staff Review, reviewers will evaluate each application against assessment criteria outlined in this RFA and the accompanying Application Instructions. Staff will review applications in teams and come to a consensus score for each criterion.

#### **Clarification Period**

The application review process for this grant competition will include a Clarification Period. During the Clarification Period, applicants may be asked for clarifying information regarding issues of significance in the application and budget. This information is used by CV in making final funding recommendations. Not all applications are clarified. A request for clarification does not guarantee an award. Applications may be recommended for funding even if they are not asked clarification questions. An applicant's failure to respond to a request for clarification adequately and in a timely manner may result in the removal of its application from consideration.

#### **Selection**

The primary consideration in the selection of AmeriCorps programs is merit. Applicants must meet a minimum score threshold **and** satisfactorily address all clarification issues in order to be considered for funding.

California Volunteers reserves the right to award applications in an amount other than at the requested level of funding and will document the rationale for doing so.

California Volunteers reserves the right to adjust or make changes to the review process, in the event that unforeseen challenges or exigent circumstances make it impossible, impractical or inefficient to execute the review process as planned. Any such adjustments or changes will not affect the selection criteria that will be used to assess applications submitted to CV in response to this RFA.

### B. Assessment Criteria

Each application must clearly describe a project that will effectively deploy AmeriCorps members to address a significant community problem. We urge all applicants to submit a high-quality application which carefully follows the guidance in the RFA and in the *Application Instructions*. The quality of an application will be an important factor in determining whether an organization will receive funding.

Categories/Subcategories	Percentage
<b>Program Design</b>	<b>50</b>
Theory of Change and Logic Model	30
Member Experience	20
<b>Organizational Capability</b>	<b>25</b>
Organizational Background and Staffing	9
Compliance and Accountability	8
Culture That Values Learning	4
Member Supervision	4
<b>Cost Effectiveness and Budget Adequacy</b>	<b>25</b>

**Program Design (50 percent)**

Reviewers will consider the quality of the application’s response to the following criteria below. Do not assume all sub-criteria are of equal value. Please ensure the Theory of Change and Logic Model incorporates the funding priorities listed above, for example supporting communities historically excluded and/or underserved from government services, addressing structural and institutional inequities, or increasing opportunity in order to achieve sustainable change in communities.

**1.a. Executive Summary (Required – 0 percent)**

The [Name of the organization] proposes to have [Number of] AmeriCorps members who will [service activities the members will be doing] in [the locations the AmeriCorps members will serve]. At the end of the first program year, the AmeriCorps members will be responsible for [anticipated outcome of project]. In addition, the AmeriCorps members will leverage [number of leveraged volunteers, if applicable] who will be engaged in [what the leveraged volunteers will be doing.]

This program will focus on the AmeriCorps focus area(s) of [Focus Area(s)]. The AmeriCorps investment of \$[amount of request] will be matched with \$[amount of projected match], \$[amount of local, state, and Federal funds] in public funding and \$[amount of non-governmental funds] in private funding.

**1.b. Theory of Change and Logic Model (30 points)**

- General
  - The problem is prevalent and severe in communities where the program plans to serve and has been documented with relevant data.
  - The proposed intervention (program design) is logically connected to the identified community problem.
  - The applicant’s proposed intervention is clearly articulated including the design, dosage, target population, and roles of AmeriCorps members and (if applicable) AmeriCorps member-managed volunteers.
  - The applicant’s intervention is likely to lead to the outcomes identified in the applicant’s theory of change.
  - The expected outcomes articulated in the application narrative and logic model represent meaningful progress in addressing the community problem identified by the applicant.
  - The rationale for utilizing AmeriCorps members to deliver the intervention(s) is reasonable.
  - The service role of AmeriCorps members will produce significant contributions to existing efforts to address the stated problem.
- California Climate Action Corps Specific
  - The approach and concept for engaging communities in climate action activities including approach for Regional and Host Partner support and management, and overall implementation approach to member recruitment, placement, and intervention delivery.

- How anticipated climate interventions (volunteer engagement, action, education, assessment) delivered by members will support the mission of the California Climate Action Corps to “Empower Californians to take meaningful action to serve and help protect our most vulnerable communities against the harshest impacts of climate change.” Specifically describe how the applicant will ensure that service activities combine measurable climate outputs and significant volunteer and community engagement elements.
- Describe partnerships currently in place to support member service activities and describe your plan for building partnerships as needed.

The Logic Model shall depict:

- A summary of the community problem, including the role current or historical inequities faced by underserved communities may play in contributing to the problem.
- The inputs or resources that are necessary to deliver the intervention, including but not limited to:
  - Locations or sites in which members will provide services
  - Number of AmeriCorps members who will deliver the intervention
- The core activities that define the intervention or program model that members will implement or deliver, including:
  - The duration of the intervention (e.g., the total number of weeks, sessions, or months of the intervention)
  - The dosage of the intervention (e.g., the total number of hours to be received by each service recipient to achieve the outcome, the number of hours per session or sessions per week)
  - The target population for the intervention (e.g., disconnected youth, third graders at a certain reading proficiency level)
- The measurable outputs that result from delivering the intervention (i.e., number of beneficiaries served, types and number of activities conducted.) If applicable, identify which National Performance Measures will be used as output indicators
- Outcomes that demonstrate changes in knowledge/skill, attitude, behavior, or condition that occur as a result of the intervention. If applicable, identify which National Performance Measures will be used as outcome indicators.

Note: The logic model is a visual representation of the applicant’s theory of change. Programs may include short, medium, or long-term outcomes in the logic model. Applicants are not required to measure all components of their Theory of Change. The applicant’s performance measures should be consistent with the program’s Theory of Change and should represent significant program activities.

**2. Member Experience (20 points)**

- AmeriCorps members as a result of their service will have opportunities to develop as leaders.
- AmeriCorps members will gain skills as a result of their training and service that can be utilized and will be valued by future employers after their service term is completed.
- The program has a well-defined plan to recruit AmeriCorps members from the geographic or demographic communities in which the program operates.
- The applicant will foster an inclusive service culture where different backgrounds, talents, and capabilities are welcomed and leveraged for learning and effective service delivery.
- The applicant’s organization and/or program has a diversity, equity, and inclusion council that seeks to diversify its staff and board and create a supportive and safe environment as well as ensure that its programming is culturally and community appropriate.

**Organizational Capability (25 percent)**

Reviewers will consider the quality of the application’s response to the following criteria below. Do not assume all sub-criteria are of equal value.

**1. Organizational Background and Staffing (9 points)**

- The organization details the roles, responsibilities, and structure of the staff that will be implementing the AmeriCorps program as well as providing oversight and monitoring for the program.
- The organization has facilitated, partnered, or participated in educational or workforce development programs (i.e., pre-apprenticeship/registered apprenticeship, work experience and job training programs, etc.) or operated a national service program.
- The organization has a stated commitment and plan to advance diversity, equality, and inclusion (DEI) throughout its mission, for example by using a DEI council or strategic plan.

**2. Compliance and Accountability (8 points)**

- The organization has a monitoring and oversight plan to prevent and detect non-compliance and enforce compliance with AmeriCorps rules and regulations including those related to prohibited and unallowable activities and criminal history checks at the grantee, subgrantee (if applicable), and service site locations.
- The organization has sufficient policies, procedures, and controls in place to prevent, detect, and mitigate the risk of fraud, waste, abuse, and mismanagement, such as appropriate segregation of duties, internal oversight activities, measures to prevent timekeeping fraud, etc.
- The organization has an effective mechanism in place to report, without delay, any suspected criminal activity, waste, fraud, and/or abuse to both the AmeriCorps Office of Inspector General and AmeriCorps and a plan for training staff and participants on these reporting protocols.

**3. Culture that Values Learning (4 points)**

- The applicant's board, management, and staff collect and use information, including performance data, for learning and decision making.
- The applicant's board, management, and staff collect and use information to determine its programmatic effectiveness in serving in a community with members that are diverse.

**4. Member Supervision (4 points)**

- AmeriCorps members will receive sufficient guidance and support from their supervisor to provide effective service.
- AmeriCorps supervisors will be adequately trained/prepared to follow AmeriCorps and program regulations, priorities, and expectations.

**Cost Effectiveness & Budget Adequacy (25%)**

Reviewers will assess the quality of the application's budget to the following criteria below. Do not assume all sub-criteria are of equal value.

These criteria will be assessed based on the budget submitted. Do not include narrative in the narrative field except for "See budget."

**1. Cost Effectiveness and Budget Adequacy (25 points)**

- Budget is submitted without mathematical errors.
- Proposed costs are allowable, reasonable, and allocable to the award.
- Budget is submitted with adequate information to assess how each line item is calculated.
- Budget complies with the budget instructions.
- The cost per MSY is equal to or less than the maximum cost per MSY.

Applicants must complete the budget and ensure the following information is included:

- Current indirect rate cost if used to claim indirect/administrative costs.

**C. Threshold Issues**

Applications should reflect that they meet the following threshold requirements for the grant type for which they are applying.

- All applicants should request 132 MSY. Applicants requesting any other amount will be deemed noncompliant and will not be reviewed.

#### **D. Consideration of Integrity and Performance System Information**

Prior to making any award that exceeds \$150,000, AmeriCorps is required to review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM (currently FAPIIS) (see 41 U.S.C. 2313);

Any applicant, at its option, may review information in the designated integrity and performance systems accessible through SAM and comment on any information about itself that a Federal awarding agency previously entered and is currently in the designated integrity and performance system accessible through SAM;

AmeriCorps will consider any comments by any applicant, in addition to the other information in the designated integrity and performance system, in making a judgment about the applicant's integrity, business ethics, and record of performance under Federal awards when completing its review of risk posed by the applicant under this section.

## V. APPLICATION AND SUBMISSION INFORMATION

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### A. Submission to California Volunteers

Applicants must submit all required application documents via email to [funding@cv.ca.gov](mailto:funding@cv.ca.gov).

To complete the application, please:

1. Download the following documents from the CV website at <https://californiavolunteers.ca.gov/grants/americorps/>:
  - a. *Request for Applications* (this document),
  - b. *Application Instructions*,
  - c. *Application Forms*,
2. Follow the instructions included in this document for preparing an application.
3. Submit a complete Application via email to [funding@cv.ca.gov](mailto:funding@cv.ca.gov).
4. Submit all required Additional Documents by following the guidance in the *Application Instructions* to [funding@cv.ca.gov](mailto:funding@cv.ca.gov).

#### Page Limits

**Applications must not exceed 10 double-spaced pages.** This limit does not include other aspects of the application (e.g., the budget, logic model, performance measures, or program diagram), though individual documents may have their own limits. The application sections that count towards the page limit are the:

- Executive Summary
- Program Design, Organizational Capability, and Cost-Effectiveness & Budget Adequacy narratives.

The other documents with page, word, or character limitations are as follows:

- Logic Model may not exceed 3 pages

### B. Application Submission Deadline

Applications must be received no later than **Thursday, March 10, 2022, at 5:00 p.m. Pacific Time** in order to be considered.

CV will not consider applications received after the deadline, except when noted below. CV reserves the right to extend the submission deadline and any notice of such extended deadline will be posted on the funding opportunity website.

#### Late Applications

All applications received after the submission deadline published in this RFA are presumed to be non-compliant. CV may, at its discretion, consider an application received after the deadline, but only if the applicant submits a written explanation or justification of the extenuating circumstance(s) that caused the delay, including the timing and specific cause(s) of the delay and any evidence that substantiates the claimed extenuating circumstance(s) via email to [funding@cv.ca.gov](mailto:funding@cv.ca.gov). The written explanation and evidence must be received no later than one business day after the application deadline stated in the RFA. CV determines whether or not to accept a late application for review on a case-by-case basis.

Communication with CV staff, including program officer of a current grantee, is not a substitution for the above protocol. Applicants that do not submit a justification or any other evidence to overcome the presumption of non-compliance within the required timeframe will not be reviewed or selected for award.

## VI. AWARD ADMINISTRATION INFORMATION

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### A. Governing Documents

A grantee's fully executed AmeriCorps contract incorporates the approved application as part of a binding commitment under the grant as well as the AmeriCorps regulations (45 CFR Sections 2520-2550), AmeriCorps General and Specific Terms and Conditions, and California Volunteers Policies and Requirements.

### B. AmeriCorps Terms and Conditions

All awards made under this RFA will be subject to the 2022 AmeriCorps General Terms and Conditions, and the 2022 Specific Terms and Conditions for the particular program (when applicable.) These Terms and Conditions contain detailed, mandatory compliance and reporting requirements. Current versions of the AmeriCorps General and Specific Terms and Conditions for each of its programs is available at <https://americorps.gov/grantees-sponsors/directs-territories-tribes>.

### C. Uniform Guidance

All awards under this RFA are subject to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), now consolidated in 2 CFR Parts 200 and 2205.

### D. Reporting Requirements

Successful applicants are required to submit a variety of reports which are due to CV at specific times during the life cycle of an award. All reports must be accurate, complete, and submitted on time.

Once the grant is awarded, grantees will be expected to have data collection and data management policies and practices that provide reasonable assurance that they are providing CV with high-quality performance measure data. At a minimum, grantees should have policies and practices which address the following areas of data quality:

- The data measures what it intends to measure
- The data reported is complete
- The grantee collects data in a consistent manner
- The grantee takes steps to correct data errors
- The grantee actively reviews data for accuracy prior to submission

Failure to submit accurate, complete, and timely required reports may affect the grantee's ability to secure future funding.

### E. National Service Criminal History Check Requirement

**All AmeriCorps members and staff charging time (including match) to an AmeriCorps cost-reimbursement grant must have completed National Service Criminal History Checks (NSCHC) prior to start.** In California, these are conducted by two approved vendors - Truescreen and Fieldprint. All required check components must be conducted and results considered according to AmeriCorps, CV and the program's own policy, with the individual cleared prior to the start of service and/or time on the grant. No one convicted of murder (as defined in 18 USC 1111) and/or registered or required to be registered on a state sex offender registry or the National Sex Offender Registry; nor who refuses to undergo the checks or who provides a false statement with regards to the checks process, may be deemed eligible. The program must set its own selection criteria that include at least these minimum disqualifiers while being mindful of state and federal Civil Rights & nondiscrimination laws, including Titles VI and VII of the Civil Rights Act of 1964.

**Required Criminal History Check Components** are defined as follows:

1. Nationwide name-based National Sex Offender Public Registry Check via **Truescreen\*** ;

2. Statewide Criminal History Registry Check(s) in the State of residence (out-of-state applicants)<sup>[1]</sup> in the State where the individual will serve / work (California)\* using **Truescreen**
3. FBI National Fingerprint-based Check using **Fieldprint** or using the **California Dept of Justice (CA DOJ)** via CV's [waiver](#)

Refer to the [CV National Service Criminal History Checks Policy](#) for detailed requirements and the [CV NSCHC Guide](#) for details on how to properly conduct the checks using the approved vendors.

#### **F. Requests for Improper Payment Information**

At the request of AmeriCorps, CV may, from time to time, request documentation from grantees in order to monitor the award or to comply with other legal requirements, such as the Improper Payments Information Act of 2002, as amended. Failure to make timely responses to these requests may result in award funds being placed on temporary manual hold, reimbursement only, or other remedies as appropriate. In addition, CV/AmeriCorps may, in appropriate circumstances, consider in its funding decisions any previous failures to make timely responses.

#### **G. Use of Material**

To ensure that materials generated with AmeriCorps funding are available to the public and readily accessible to grantees and non-grantees, CV and AmeriCorps reserves a royalty-free, nonexclusive, and irrevocable right to obtain, use, modify, reproduce, publish, or disseminate publications and materials produced under the award, including data, and to authorize others to do so ([2 CFR §200.315 \(b\)](#)).

#### **H. Re-Focusing of Funding**

California Volunteers reserves the right to re-focus program dollars in the event of disaster or other compelling need for service.